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2 December 1980

SUBJECT: INFORMATION HANDLING TASK FORCE

BACKGROUND

1. In 1979 the Executive Committee created a five-person Task Force to address the perceived problems associated with information handling in the Agency.

2. Information handling is the systematic creation, movement, use, storage, retrieval, and disposal of intelligence and management information with the support of automated or other clearly identifiable processes and with due regard for control of sensitive and compartmented information.

3. The members of the Executive Committee were concerned that traditional institutions dealing with provision of information services were becoming less effective as new communications and ADP technologies evolve, demand for service grows, and Agency resources shrink. They perceived a need to reconcile demand and supply, develop a strategy for future investment, and assure appropriate institutions exist to execute the strategy.

4. The Task Force was charged with developing a strategic plan and with making recommendations for management and organizational change if warranted.

5. The Task Force submitted a final report in September 1980.

CURRENT STATUS

6. The Task Force recommended establishment of a central Agency planning function for information services. The Executive Committee agreed and approved positioning that function in the DDA. The DDA has recruited an officer to head the effort.

7. The Task Force recommended the DDA develop a plan to restructure his line components to meet the needs of the strategic plan. The DDA has stated such an organizational review is planned.

8. The Task Force recommended that mission components, vice central service components, program, budget and defend capital investments required for dedicated information services. The

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Executive Committee decided that, for the near term, central services budgets will be maintained to the extent possible. Missions will be asked to budget only when central services cannot successfully defend total Agency needs.

9. In view of predicted shortages of technical specialists, it was recommended that Directorates centralize career management of information handling specialists. The Executive Committee feels such action is unwarranted at this time.

10. The DDA has accepted responsibility for acting on Task Force recommendations involving programmatic objectives, security procedures, and personnel training.

CURRENT PROBLEMS/ISSUES

11. The staff of the Information Systems Architect has been sized at [redacted] STAT

The Architect himself, recently recruited from the private sector, will enter on duty circa 1 January 1981, at which time selection of additional staff will commence.

RECOMMENDED CIA POSITION

12. The concept of an Agencywide Information Systems Architect for CIA has been endorsed by both line operating managers and senior Agency executives. The approved concept should be allowed to develop to fruition.

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